



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

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General Faculties Council  
Academic Planning Committee  
Approved Open Session Minutes

Wednesday, February 06, 2013  
Room 2-31, South Academic Building  
2:00 PM – 4:00 PM

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### **ATTENDEES:**

#### Voting Members:

Martin Ferguson-Pell	Acting Provost and Vice-President (Academic) and Acting Chair, GFC Academic Planning Committee
Renée Elio (Delegate)	Vice-President (Research)
Philip Stack (Delegate)	Vice-President (Finance and Administration)
Colten Yamagishi	President, Students' Union
Daniel Prins (Delegate)	President, Graduate Students' Association
Deanna Williamson	Academic Staff Member, Member of GFC
Wendy Rodgers	Academic Staff Member, Member of GFC
Joanna Harrington	Academic Staff Member, Member of GFC
Christina Rinaldi	Academic Staff, Member of GFC
Loren Kline	Academic Staff Member-at-large
Keith McKinnon	Academic Staff Member-at-large
Geeta Sehgal	NASA Member at-large
Marc Arnal	Dean, Campus Saint-Jean
Larry Prochner	Department Chair at-large

#### Non-Voting Members:

Gerry Kendal	Vice-Provost and University Registrar
Ed Blackburn	Member of the GFC Executive Committee
Bill Connor	Vice-Provost (Academic Programs and Instruction)

#### Presenter(s):

Philip Stack	Associate Vice-President (Risk Management Services)
Bill Connor	Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee
Renée Elio	Delegate, Vice-President (Research) (and Associate Vice-President (Research))
Martin Ferguson-Pell	Acting Provost and Vice-President (Academic) and Acting Chair, GFC Academic Planning Committee
Don Hickey	Vice-President (Facilities and Operations)
Ernie Ingles	Vice-Provost (Learning Services) and Director, School of Library and Information Studies

Gerry Kendal Vice-Provost and University Registrar  
René Poliquin Vice-Dean, Faculty of Graduate Studies and Research  
Debra Pozega Osburn Vice-President (University Relations)  
Colleen Skidmore Vice-Provost and Associate Vice-President (Academic)  
Joan White Associate Dean, Alberta School of Business

Staff:

Garry Bodnar Coordinator, GFC Academic Planning Committee  
Marion Haggarty-France University Secretary  
Andrea Patrick Scribe

Observer:

Phyllis Clark (via telephone) Vice-President (Finance and Administration)  
Murray Gray Vice-Provost (Academic) and Associate Vice-President (Research)

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Kline/Sehgal

THAT the GFC Academic Planning Committee approve the Agenda.

**CARRIED**

2. Approval of the Open Session Minutes of January 16, 2013

Materials before members are contained in the official meeting file.

Motion: Harrington/Kline

THAT the GFC Academic Planning Committee approve the Minutes of January 16, 2013.

**CARRIED**

3. Comments from the Acting Chair

Dr Ferguson-Pell commented on a number of relevant items to members.

**ACTION ITEMS**

4. Proposal for a Master of Business Administration/Master of Library and Information Studies (MBA/MLIS) Combined Degrees Program

Materials before members are contained in the official meeting file.

*Presenters:* René Poliquin, Vice-Dean, Faculty of Graduate Studies and Research; Joan White, Associate Dean, Alberta School of Business; Ernie Ingles, Vice-Provost (Learning Services) and Director, School of Library and Information Studies

*Purpose of the Proposal:* To offer a Master of Business Administration (MBA)/Master of Library and Information Studies (MLIS) Combined Degrees Program (based on the existing MBA and MLIS programs) to excellent library studies students who recognize the value of combining library studies with advanced management skills and expertise and to develop library and information professionals to pursue careers which require management and administrative expertise, as well as to develop future library leaders.

*Discussion:*

Dr Connor briefly introduced the proposal to members by stating that the GFC Academic Standards Committee (ASC) had recommended forward to GFC APC the admission and academic standing criteria associated with this proposed combined degrees program. Dr Poliquin, in turn, explained that this proposal had been recommended for approval recently by the Faculty of Graduate Studies and Research (FGSR) Council. Dr White added that the proposal is mirrored after the School of Business' existing combined degrees program with the Faculty of Law (ie, the MBA/Juris Doctor (JD)). She noted that, although there are no similar programs in Canada currently, there are a number in the US. Mr Ingles stated that there is a growing demand for library school graduates to also possess managerial and business skills and that this program satisfies those requirements. He commented that companies like Google specifically recruit students with this type of academic background.

Members expressed several comments and questions in relation to this proposal, including, but not limited to: how this combined degrees program might impact the demand for the core MBA program; how enrolment will be managed; how many students can be accommodated in the program annually; if non-instructional fees paid by students would be impacted by their enrolment in a combination of the two programs; and whether the decrease in instructional time in the latter part of the program would impact fees and tuition.

Dr Ferguson-Pell congratulated the presenters on a great collaboration.

Motion: Arnal/Williamson

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, a (new) Master of Business Administration/Master of Library and Information Studies (MBA/MLIS) Combined Degrees Program, as submitted by the Faculty of Graduate Studies and Research, the Alberta School of Business, and the Faculty of Education's School of Library and Information Studies and as set forth in Attachment 1, to take effect September, 2013.

**CARRIED**

5. Proposed Changes to Existing Mandatory Student Instructional Support Fees, Proposed New Mandatory Student Instructional Support Fees, Proposed New Non-Instructional Fees, and Proposed Changes to Existing Non-Instructional Fees

Materials before members are contained in the official meeting file.

*Presenter:* Gerry Kendal, Vice-Provost and University Registrar

*Purpose of the Proposal:* To establish new Mandatory Student Instructional Support Fees, to change existing Mandatory Student Instructional Support fees, to establish new Non-Instructional Fees, and to change existing Non-Instructional Fees.

*Discussion:*

Mr Kendal explained that this annual omnibus proposal reflects changes to fees mainly for optional courses

and that the costs would be made public with as much advanced notice as possible. He drew members' attention to Attachments 1, 2, 3, and 4 and highlighted the changes contained therein. He briefed members on each item, detailing the associated changes.

Members expressed multiple questions and comments in relation to this item, including but not limited to: why certain fees have increased; a request to explain the fees within the Japanese Game Culture course; the manner in which Departments collect fees; if the Doctor of Pharmacy (PharmD) confirmation fee is comparable to that collected by other institutions; that the PharmD admission confirmation fee and deadline might inhibit students from being able to consider programs at other institutions; if the deadline for the PharmD confirmation could be moved to a later date; and the reasoning behind the amount of the PharmD fee.

Motion to Amend: Yamagishi/Prins

THAT the GFC Academic Planning amend the omnibus fees proposal before it on the occasion of the Committee's February 6, 2013 meeting by removing the specific fees proposal concerning a (proposed) non-refundable Admissions Confirmation Fee for individuals conditionally admitted to the Post-Professional Doctor of Pharmacy (PharmD) degree program and, in doing so, consider this instead as a separate item of business.

**DEFEATED**

Motion: Harrington/Kline

Opposed: Yamagishi

THAT the GFC Academic Planning Committee recommend to the Board of Governors the approval of the proposed changes to existing Mandatory Student Instructional Support Fees (set forth in Attachment 1), proposed new Mandatory Student Instructional Support Fees (set forth in Attachment 2), proposed new Non-Instructional Fees (set forth in Attachment 3), and proposed changes to existing Non-Instructional Fees (set forth in Attachment 4), as submitted on behalf of the relevant Faculties/Departments by the Registrar's Advisory Committee on Fees (RACF), to take effect as noted in each respective attachment.

**CARRIED**

## **DISCUSSION ITEMS**

### 6. University of Alberta's Comprehensive Institutional Plan (2013)

*Presenters:* Martin Ferguson-Pell, Acting Provost and Vice-President (Academic); Don Hickey, Vice-President (Facilities and Operations); Debra Pozega Osburn, Vice-President (University Relations); Philip Stack, Associate Vice-President (Risk Management Services); Colleen Skidmore, Vice-Provost and Associate Vice-President (Academic); Renée Elio, Delegate, Vice-President (Research) (and Associate Vice-President (Research))

*Discussion:*

At this point in the meeting, Dr Murray Gray, Vice-Provost (Academic) and Associate Vice-President (Research), assumed the chair, thereby allowing Dr Ferguson-Pell to join the panel of presenters for this item.

Dr Pozega Osburn reminded members that the Comprehensive Institutional Plan (CIP) is an annual document presented by the University to the Provincial Government, containing the institutional access plan, research plan, capital plan, and budgets. She noted that the version of the 2013 CIP before

members was text without design and that a number of personal, illustrative vignettes would be added to the final version.

Dr Ferguson-Pell explained that during recent meetings with members of the Provincial Government, two messages have been emphasized: that the University of Alberta is the flagship institution within Alberta, and the University of Alberta is a research-intensive institution. He reported that both messages were received very well by Government officials. He added that based on feedback at these meetings, the "Academic Chapter" of the 2013 CIP was amended. He noted that the 2013 CIP now emphasizes key messages, including that the University is striving to be transformative as well as enterprising; that the University continues to investigate e-learning; that the University has been engaged in Campus Alberta; and the University of Alberta continues to earn its top leadership position, citing the recently-announced funding for student mental health initiatives across the Province of Alberta.

Dr Pozega Osburn reported on the Executive Summary and Environmental Scan. She stated that the 2013 CIP emphasizes the University of Alberta's flagship status within Alberta, which is critical to the current and future needs of the Province. She added that another strategy was to focus on internationalization, reflecting that the University's endeavors in this realm align with and advance those of the Province.

Dr Skidmore explained that the "Academic Chapter" contains changes surrounding key messages, including strategic updates to emphasize enterprise, teaching, research, and internationalization. She noted that this section also mirrors themes within *Dare to Deliver* and details alignment with priorities of the Province. She stated that other updates include enrolment targets, retention, research capacity, investment in under-represented populations, and a special highlight on leadership.

Dr Elio further commented that the 2013 CIP includes a focus on strengthening internationalization, with a key message about the impact of research, and that the University of Alberta remains committed to excellence in research across all areas, which is consistent with top universities. She added that this also impacts broad objectives of the Province.

Mr Hickey explained that the Capital Plan is a longer-term view of the infrastructure needs of the University, noting that it identifies five focus areas within the 2013 CIP: preserve the condition and functionality of the University's physical assets; couple backfill requirements with renewal projects; secure funding of pre-design services for strategic institutional capital projects; provide additional student housing options; and plan and construct new facilities. He stated that the University of Alberta is unique as an institution, as it encompasses five distinct and separate campuses, and that the University shares resources with other Campus Alberta institutions.

Mr Stack, aided by a PowerPoint presentation, highlighted details of the University's Consolidated Budget. He explained that there has been change in accounting standards this year, and they are more conservative and do not allow for unrealized gains in endowment income to be reported which has complicated the budget development process. He stated that the Ministry understands this issue in relation to the University's requirement to apply for Ministerial dispensation. He briefed members on the details of the Consolidated Budget and discussed sources of revenue and expenses. He reported that while expenditures are increasing at 4%, revenues are only increasing by 2%, resulting in a recurring funding problem. He noted that there are several risks to the Budget, including: unknown factors which may impact the amount of the Campus Alberta grant; benefit costs; Provincial IMP (Infrastructure Maintenance Program) funding; economic and financial conditions; and the political environment. In his presentation, Mr Stack briefed members on alternative budget scenarios and detailed a plan for the future, which identified that: the University of Alberta will require Ministerial dispensation for this budget; there must be a balanced approach; sufficient time to plan strategically is necessary; there must be diversification and enhanced

revenue streams; strategic resource allocations are essential; and Government support is necessary to enable change.

During the ensuing discussion, members expressed several comments and questions in relation to this, including, but not limited to: that previous CIPs have included a section on strategic tracking, in terms of achievements of the academy in relation to a roadmap of future goals; whether or not a 'Table of Contents' would be included in the final version; if there could be more included about making a case for continued Government investment, outlining clear implications if this funding ceases; whether or not all matters within the 2013 CIP need to be reported in a "results-based" format; that the focus on attracting international students may interfere with strategies to recruit members of under-represented populations, notably Aboriginal students; that the statistics in relation to an increase in enrolment but a decrease in completion rates appear to send a confusing message; that Government may not fully understand what is meant by the term "research"; that the Government may not understand the importance of the University of Alberta being identified as the flagship institution in Alberta; that the 2013 CIP could be used as an educational vehicle; that the 2013 CIP should include more specific information about how a broad range of research contributes positively to the Province; and that "Researcher" could be added to the list of professionals set out on page 2 of the document.

Dr Gray thanked members for their commentary and consideration and relinquished the chair back to Dr Ferguson-Pell. Dr Ferguson-Pell expressed thanks to members who had collaborated on the 2013 CIP.

#### 7. Question Period

A member asked if the 2013 CIP provided for the next meeting of GFC APC (scheduled for February 13, 2013) would reflect amendments based on suggestions offered during the discussion today. Ms Anne Bailey, Senior Issues and Communication Manager, University Relations, in attendance as an Observer at this meeting of GFC APC, clarified that the 2013 Comprehensive Institutional Plan (CIP) document before members on that occasion would be the same as the document reviewed at today's Committee meeting; however, she stated that members will be provided at the upcoming GFC APC meeting with a summary of changes which will detail amendments made to the Plan.

### **INFORMATION REPORTS**

#### 8. Items Approved by the GFC Academic Planning Committee by E-Mail Ballots

There were no items.

#### 9. Information Items Forwarded to Committee Members Between Meetings

There were no items.

### **CLOSING SESSION**

#### 10. Adjournment

The Chair adjourned the meeting at 4:05 pm.